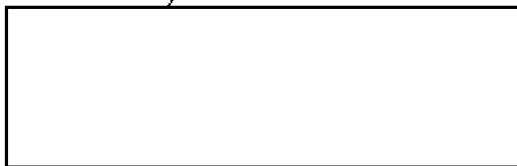


10 December 1981

MEMORANDUM FOR: Executive Officer to the DDA
FROM:
Executive Officer, OMS
SUBJECT: Travel Reduction Suggestions
REFERENCE: DD/A 81-2426/1 dated 25 Nov. 1981

In response to the above reference, the following represent OMS suggestions for travel reduction options:

- a. Commuted rate travel, i.e., payment of a pre-determined amount to cover all normal travel and transportation entitlements.
- b. Negotiate with commercial airlines for open-ended block tickets.
- c. Negotiate with DoD for travel on military flights.
- d. Explore contractual arrangements with charter airline companies.
- e. Explore tour rates for planned trips.



STAT